

City of Alexandria Procedures Regarding Affordable Housing Contributions

2018

The following outlines the City of Alexandria's 2018 affordable housing contribution procedures including the current voluntary monetary contribution rates and Affordable Housing Plan guidelines, affordable housing contribution procedures for extension applications and bonus density program, and the optional reductions in parking requirements for affordable housing. The Office of Housing welcomes the opportunity to discuss the applicability of these provisions to a particular concept plan or project.

A. Bonus Density and/or Height obtained through Section 7-700 of the Zoning Ordinance

[Sec. 7-700](#) of the Zoning Ordinance allows for up to 30% in additional density and/or an increase in height by up to 25 feet in exchange for affordable housing. Bonus height cannot be applied in zones with a height limit of 50' or lower.

Sec. 7-700 allows:

1. Affordable units created through the bonus density process to be located off-site if the value is equivalent and the off-site units are mutually agreed upon by the City and the Applicant.
2. The City to accept a cash contribution of equivalent value in lieu of affordable units if mutually agreed upon by the City and the Applicant.
3. An applicant to receive more than 30% in additional density if authorized within the relevant Small Area Plan (e.g. in the Eisenhower West SAP).

Sec. 7-700 requires that the number of affordable housing units to be provided in return for additional height or density be equal to at least one-third of the units made possible by the additional square footage, unless the City and the Applicant mutually agree to a different number of units in order to address a stated City objective (e.g., a particular configuration of unit sizes).

B. Voluntary Contribution Rates

Applicants who desire to provide a voluntary affordable housing contribution may find it helpful to refer to the formula developed by the Housing Contribution Policy Work Group (see *Table 1*). The rates are adjusted annually based on the CPI for Housing for the Washington Metropolitan Area.

Notes

- **Tier 1** is defined as all residential square footage that can be built "by right".
- **Tier 2** is defined as all additional residential square footage allowed by Special Use Permit, in excess of what is included under Tier 1 and excluding square footage attributed to bonus density and/or height. Applicants should note that the 2013 Housing Master Plan recommends that when additional density is provided through a rezoning, including a Coordinated Development District, developer contributions should take into account that affordable housing is one of the City's highest priorities and there should be a significant cash or in-kind contribution to affordable housing in excess of what would normally be provided with a Development Special Use Permit.
- In **mixed-use projects**, contributions for Tier 1 Residential, Tier 2 Residential (if applicable), and non-residential square footage shall be calculated separately, each at its respective contribution rate, and then combined (see *Attachment 1*).

TABLE 1: 2018 VOLUNTARY MONETARY CONTRIBUTION RATES

Development Category	Contribution per Gross SF*
Non-Residential	\$2.00
Tier 1 Residential	\$2.67
Tier 2 Residential	\$5.34

*For the purposes of calculating the affordable housing contribution, the entire GFA of a project shall be used with the following exception: all GFA attributable to parking, other than GFA attributable to garages attached to or on the same lot as individual residences and designed for use by a single household, shall be excluded from the calculation of the voluntary contribution.

C. Applicability

Voluntary contributions are applicable to all new residential developments of five units or more, and all new building area constructed, including additions to existing structures, if larger than 3,000 gross square feet, unless otherwise excluded in Section D.

Projects requesting a conversion of commercial to residential use through the DSP/DSUP and/or Master Plan Amendment process should contact the Office of Housing to discuss affordable housing on-site and/or a voluntary contribution.

D. Exclusions

Types of development for which no contribution is anticipated include religious institutions (including seminaries, convents, or monasteries); public parks and playgrounds; public and private schools; preschools within a church or school building; non-commercial facilities (including such ones as recreational facilities and community centers designed to serve a neighborhood or other such uses as approved by the City); libraries; homeless shelters; any residential project undertaken by the Alexandria Redevelopment and Housing Authority (ARHA) or an entity of which ARHA is a part, or any project in which 10% or more of the units are public housing units or other publicly-assisted units serving as replacement for public housing; and parking garages (other than garages attached to, or on the same lot with, individual residences and designed for use by a single household).

E. Affordable Housing Plans

An Applicant proposing to make a housing contribution in the form of affordable units (whether required or voluntary) should submit an Affordable Housing Plan (AHP) describing the proposed contribution. Each AHP received by the City will be considered on a case-by-case basis within the guidelines of City policy with the understanding that the provision of affordable housing is an important goal for the City that may need to be weighed along with other desired community benefits. To learn more about the content, submission, and review process of AHPs, please review the Affordable Housing Plan Guidelines available online at www.alexandriava.gov/Housing (see Developer Resources).

F. Timing of Contribution Payment

For all projects (commercial and residential) for which voluntary or required bonus density contributions are pledged, contributions are to be made on a pro-rata basis at the time of the initial occupancy for each unit/space, as evidenced by a certificate of occupancy for finished unit/space, with the following exception: contributions attributable to for-sale units may be made upon the sale of each unit to the end user.

G. Expirations, Extensions and Amendments to Development Special Use Permits, Development Site Plans, and Coordinated Development Districts

1. If a previously approved DSUP or DSP expires, any resubmission after the expiration date will be treated as a new application and will be subject to review by the Office of Housing under the procedures current at the time of the re-submission. If the resubmission involves an AHP or changes to a previously approved AHP, the AHP will be forwarded to the Alexandria Housing Affordability Advisory Committee (AHAAC) for review.
2. When an applicant requests an extension of a previously approved DSUP or DSP, the affordable housing contribution shall be exempt from review by the Office of Housing. If an applicant requests a second extension, the affordable housing contribution shall be updated using the rates current at the time the extension application is accepted for review.
3. If an applicant submits minor changes (as determined by the Department of Planning and Zoning) to a previously approved DSUP, DSP, or CDD, the affordable housing conditions of the revised submission shall be exempt from review by the Office of Housing unless the changes impact a previously approved AHP.

4. If an applicant submits major changes (as determined by the Department of Planning and Zoning) to a previously approved DSUP, DSP, or CDD that did not include an AHP, the affordable housing conditions shall be reviewed by the Office of Housing.
5. If an applicant submits major changes (as determined by the Department of Planning and Zoning) to a previously approved DSUP, DSP, or CDD that included an AHP, the affordable housing conditions shall be reviewed by the Office of Housing. If the proposed changes involve a new AHP or have implications for an existing AHP (e.g., there is a major change in the scope of the project that merits a change in the level of affordable housing to be provided), the AHP shall be forwarded to AHAAC for review.

H. Optional Parking Ratios for Affordable Housing

Section 8-200 (General parking regulations) was amended in 2015 to provide optional reductions in parking requirements for affordable units in multifamily buildings based on the level of affordability of the units (see *Table 2 and Section 8-200(A)(2)(a)(iii) Optional parking ratios for affordable housing*).

TABLE 2: OPTIONAL PARKING RATIOS FOR AFFORDABLE HOUSING

Level of Affordability of Unit	Parking Space per Unit
30% AMI	0.5
50% AMI	0.65
60% AMI	0.75
<i>Area Median Income as defined by HUD for the Washington-Arlington-Alexandria, DC-VA-MD-WV Area</i>	

These parking ratios may be further reduced if an Applicant can demonstrate, to the satisfaction of the Director of the Department of Planning and Zoning, that the multifamily dwelling in which the units are located in:

- is within the Metro Half-Mile Walkshed or Bus Rapid Transit Half-Mile Walkshed, as shown on the maps titled "City of Alexandria Metro Station Walkshed Map" and "City of Alexandria Bus Rapid Transit Walkshed Map" [10% reduction];
- is within one-quarter of a mile of four or more active bus routes [5% reduction];
- has a walkability index score of 90-100 [10% reduction];
- has a walkability index score of 80-89 [5% reduction]; or
- includes 20% or more studio units [5% reduction].

I. Further Information

Please contact [Tamara Jovovic, Housing Planner](#) or [Eric Keeler, Deputy Director](#) at the Office of Housing at 703-746-4990 for more information.

ATTACHMENT 1 2018 AFFORDABLE HOUSING VOLUNTARY MONETARY CONTRIBUTION CALCULATION EXAMPLES

EXAMPLE 1: Retail and Residential

Lot Area	100,000 sqft
Mixed-Use Building	200,000 sqft (assumes all parking is below ground)
Residential	175,000 sqft
Retail	25,000 sqft
Zoning	CRMU/M
FAR by Right	1.25
FAR w/DSUP	2.0
By Right	125,000 sqft
DSUP	+ 75,000 sqft

TOTAL SQFT 200,000 sqft

EXAMPLE 1: 2018 VOLUNTARY MONETARY CONTRIBUTION

Development Category	Square Feet	2018 Rates	Voluntary Contribution
Non-Residential	25,000	\$2.00	\$50,000
Tier 1 Residential	125,000	\$2.67	\$333,750
Tier 2 Residential	50,000	\$5.34	\$267,000
TOTAL	200,000		\$650,750

EXAMPLE 2: Office and Residential with Bonus Density

Lot Area	75,000 sqft
Mixed-Use Building	243,750 sqft (assumes all parking is below ground)
Residential	193,750 sqft
Office	50,000 sqft
Zoning	CRMU/H
FAR by Right	1.5
FAR w/DSUP	2.5
FAR w/DSUP + Bonus	3.25
By Right	112,500 sqft
DSUP	+ 75,000 sqft

PERMITTED SQFT 187,500
BONUS SQFT (30%) 56,250
TOTAL SQFT 243,750 sqft

EXAMPLE 2: 2018 VOLUNTARY MONETARY CONTRIBUTION

Development Category	Square Feet	2018 Rates	Voluntary Contribution
Non-Residential	50,000	\$2.00	\$100,000
Tier 1 Residential	112,500	\$2.67	\$300,375
Tier 2 Residential	25,000	\$5.34	\$133,500
Bonus Density	56,250	1/3 sqft*	n/a
TOTAL	243,750		\$533,875

*Bonus units, equal to no less than one third of bonus density or height, to be determined consistent with Section 7-700.